

**The meeting was called to order at 6:05 p.m.**

**Board members present:** Vice President-Clerk Mandelkern, Trustees Hausman, Holober and Schwarz; and Student Trustee Burns

**Board members absent:** President Miljanich

**Others present:** Chancellor Galatolo, Executive Vice Chancellor Keller; Vice Chancellor Joel; College Presidents Kelly, Morrow and Perez; and Skyline Academic Senate President Kapp (for District Academic Senate President Beringer)

**Pledge of Allegiance**

Vice President-Clerk Mandelkern announced that President Miljanich is not present for the meeting and that he will preside as President Pro Tem.

**DISCUSSION OF THE ORDER OF THE AGENDA**

None

**MINUTES**

It was moved by Trustee Holober and seconded by Trustee Hausman to approve the minutes of the Regular Meeting of December 15, 2004. Trustee Schwarz asked for a correction to that section of the minutes dealing with the nominations for Board officers, as follows: The nomination for Board President was made by Trustee Hausman (not Trustee Schwarz) and seconded by Trustee Holober. The nomination for Vice President-Clerk was made by Trustee Holober and seconded by Trustee Schwarz (not Trustee Miljanich). With those corrections, the motion carried by a vote of 4-0, all members present voting "Aye."

It was moved by Trustee Holober and seconded by Trustee Hausman to approve the minutes of the Study Session of January 12, 2005. The motion carried by a vote of 4-0, all members present voting "Aye."

**PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS**

None

**STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES**

Executive Statements/Reports covering recent activities, events, and staff honors at the Colleges and Chancellor's Office were presented by Chancellor Galatolo, Executive Vice Chancellor Keller, Cañada President Perez, CSM President Kelly, Skyline President Morrow, and Skyline Academic Senate President Kapp (for District Academic Senate President Beringer).

Chancellor Galatolo showed the Board impressive photographs of improvements to the baseball fields at Skyline and CSM. Skyline's improvements are completed and CSM's are still in process.

Adding to her written report, CSM President Kelly stated that, through the efforts of KCSM General Manager Lawrence, the station has acquired some original 8 mm film that was shot during WWII, including action at Iwo Jima.

Cañada President Perez reported that Alicia Aguirre, Cañada faculty member, has been appointed to the City Council of Redwood City. President Perez also reported that she and Chancellor Galatolo have been appointed to the advisory committee of the Sequoia Health Care District.

Executive Vice Chancellor Keller provided an update on the current status of the Tuition Assistance Plan. He said that final figures of revenue received for Fall 2004 were \$8,118 (out of \$8,128 pledged); figures for Spring 2005 are not yet final but the tentatively show pledges of \$6,645, with actual revenue of \$4,880.

Speaking for District Academic Senate President Beringer, Skyline Academic Senate President Kapp reported that Professor Beringer is at Ohlone College for a meeting on accountability. He also reported that Skyline expects to hire more faculty soon.

Copies of the Executive Statements/Reports were available for distribution at the meeting and are attached to the official minutes of record.

#### **STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

None

#### **NEW BUSINESS**

#### **APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (05-1-2A)**

It was moved by Trustee Hausman and seconded by Trustee Schwarz-to approve the actions in Board Report No. .05-1-2A. The motion carried by a vote of 4-0, all members present voting "Aye."

#### **APPROVAL OF CONSENT AGENDA (05-1-1CA – 05-1-5CA)**

The Consent Agenda consists of the following board reports:

05-1-1CA	Approval of nonresident tuition fees, 2005-06
05-1-2CA	Approval of budget and planning calendar for 2005-06
05-1-3CA	Ratification of second quarter District warrants, 2004-05
05-1-4CA	Approval of bylaws of the San Mateo County Colleges Educational Housing Corporation
05-1-5CA	Appointment of Bond Oversight Committee member

Trustee Schwarz asked that Board Report No. 05-1-2CA be set aside for separate discussion.

It was then moved by Trustee Hausman and seconded by Trustee Schwarz to approve the Consent Agenda as amended. The motion carried by a vote of 4-0, all members voting "Aye."

#### **APPROVAL OF BUDGET AND PLANNING CALENDAR FOR 2005-06 (05-1-2CA)**

Referring to the item in this report called "Review of Board budget priorities and Districtwide allocations," Trustee Schwarz asked when the Board will set these priorities. Chancellor Galatolo replied that he expects to address this matter either at an upcoming Board retreat or Study Session. At present, he said, the District is waiting for the outcome of discussions between County Counsel Casey and County Controller Huening regarding the District's funding for 2004-05 and 2005-06.

Following discussion, it was moved by Trustee Holober and seconded by Trustee Hausman to approve the 2005-06 Budget and Planning Calendar. The motion carried by a vote of 4-0, all members present voting "Aye."

#### **RECEIPT AND ACCEPTANCE OF THE 2003-04 DISTRICT AND KCSM AUDIT REPORTS (05-1-100B)**

Terri Montgomery, from the firm of Vavrinek, Trine, Day & Co., presented the reports. She said that, according to the auditors, the reports present fairly the financial condition of both the District and KCSM. She reminded the Board that this is the second year of the new reporting system and that the audit report is comprised of not only "blended" information but also fund-by-fund details. The biggest change is shown in capital assets, which she said is consistent with the magnitude of the District's construction activities. She also noted that there are separate financials for KCSM-TV and KCSM-FM.

Following this presentation, it was moved by Trustee Hausman and seconded by Trustee Schwarz to receive and accept the 2003-04 audit reports for the District, which was filed by Vavrinek, Trne, Day & Company with the State Department of Education, the State Controller, and the State Chancellor's Office prior to the December 31, 2004 due date and also to receive and accept the 2003-04 audit reports for KCSM-TV and KCSM-FM, which were filed with the Corporation for Public Broadcasting prior to the January 31, 2004 due date. The motion carried by a vote of 4-0, all members present voting "Aye."

**RECEIPT AND ACCEPTANCE OF THE 2003-04 BOND AUDIT REPORT (05-1-101B)**

Jim Wyatt, chair of the Bond Oversight Committee, addressed the Board. He reported that the Committee meets quarterly and is updated on expenditures, projects and audit results. He said that members of the Committee have visited the campuses to observe the projects funded by the Bond and have been satisfied that the projects are in compliance with the stated purposes.

Ms. Montgomery noted that there are two audits to consider: a finance audit and a performance audit. She noted that the financial audit. She also noted that the financial audit presents fairly the financial condition of the Bond fund. The performance audit report showed that the Bond fund expenditures were in compliance with voter authorization.

Following the presentation, it was moved by Trustee Hausman and seconded by Trustee Holoher to receive and accept the 2003-04 audit reports for the General Obligation Bond funds. The motion carried by a vote of 4-0, all members present voting "Aye."

**CONTRACT AWARD FOR SEISMIC UPGRADE AND MODERNIZATION OF BUILDING 3, SKYLINE COLLEGE (05-1-102B)**

It was moved by Trustee Schwarz and seconded by Trustee Hausman to award the contract for seismic upgrade and modernization of Building 3, Skyline College, to Robert A. Bothman, Inc., in an amount not to exceed \$6,704,000.

In discussion, Trustee Holoher asked about the small size of the bidding pool. Swinerton Consultant Freeman replied that nine bidders were expected but only three submitted bids. She added that outreach efforts will continue, including efforts to reach subcontractors and to coordinate bid dates with other County projects. Executive Director Nunez added that there is a lot of work in the County and that some companies prefer to bid on "fancier" new construction projects rather than the less glamorous projects (remodeling, seismic, etc.) such as this one.

Following discussion, the motion carried by a vote of 4-0, all members present voting "Aye."

**KCSM-TV MEDIA STORAGE (05-1-103B)**

It was moved by Trustee Holoher and seconded by Trustee Hausman to award the contract for the KCSM-TV media storage system to SignaSys, Inc., in an amount not to exceed \$380,000. The motion carried by a vote of 4-0, all members present voting "Aye."

**ADOPTION OF RESOLUTION NO. 05-1 AUTHORIZING THE ISSUANCE AND SALE OF GENERAL OBLIGATION REFUNDING BONDS AND NOT TO EXCEED \$75,000,000 AGGREGATE PRINCIPAL AMOUNT OF SERIES B GENERAL OBLIGATION BONDS OF THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT BY NEGOTIATED SALE PURSUANT TO A BOND PURCHASE CONTRACT, PRESCRIBING THE TERMS OF SALE OF SAID BONDS, APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF SAID BOND PURCHASE CONTRACT, APPROVING FORMS OF AND DISTRIBUTION OF AN OFFICIAL STATEMENT, AND AUTHORIZING THE EXECUTION OF NECESSARY DOCUMENTS, AGREEMENTS AND CERTIFICATES RELATING TO SAID BONDS (05-1-104B)**

It was moved by Trustee Hausman and seconded by Trustee Holoher to adopt Resolution No. 05-1 as detailed in the report.

John Sheldon, from the firm of Morgan Stanley, presented an overview of the District's credit profile, which he said is one of the most highly rated community college districts in the State, which helps to keep borrowing cost low. He said that the high rating is a result of strong demographics, wealth and income factors; solid financial fundamentals such as reasonable

reserves and low debt load; experienced administration; excellence in education; and strong ties to the community, demonstrated by a variety of four-year university alliances and corporate partnerships. He said that, since the approval of the Measure C bond in November 2001, Series A GO bonds were sold in June 2002 (approximately \$97 million), with Series B scheduled to price on February 9, 2005. Currently, long term interest rates remain near historical lows, with the Bond Buyer GGO Bond index at 4.40%, 0.19% from its 10 year low point.

Following the presentation, the motion carried by a vote of 4-0, all members present voting "Aye."

**AUGMENTATION OF CONTRACT WITH GAGE BABCOCK AND ASSOCIATES FOR FIRE ALARM SYSTEM DESIGN SERVICES (05-1-105B)**

It was moved by Trustee Hausman and seconded by Trustee Schwarz to approve an augmentation to Gage Babcock and Associates, in an amount of \$22,728, as final augmentation to the contract executed April 15, 2003. The motion carried by a vote of 4-0, all members present voting "Aye."

**REPORT ON SCHEDULED MAINTENANCE PROGRAM (04-1-2C)**

Director da Silva presented the report, noting that each year the State Chancellor's Office invites community colleges to participate in its Scheduled Maintenance & Special Repairs Program, which was established by the Legislature in 1981. The primary objectives are to protect the State's investment in community colleges through timely nonrecurring repair and maintenance of facilities, to correct and avoid health and safety hazards, to maintain an environment conducive to learning and to improve the long-term cost effectiveness of facility operations. She commended the efforts of Danny Glass at Cañada, Diane Martinez at CSM and Richard Inokuchi at Skyline in the success of the program. Board members also expressed their appreciation for the work done in the District.

**STATEMENTS FROM BOARD MEMBERS**

None

**COMMUNICATIONS**

None

**The Board of Trustees recessed to Closed Session at 7:35 p.m.**

**The Board reconvened to Open Session at 9:50 p.m.**

**CLOSED SESSION ACTIONS TAKEN**

President Pro Tem Mandelkern reported that, at the Closed Session conducted this evening, the Board considered the personnel items listed on the printed agenda and voted 4-0 to approve the actions in Board Report No. 1-A and 1-B. The Board also discussed collective bargaining matters with Negotiator Joel; no action was taken.

**ADJOURNMENT**

The meeting adjourned by consensus at 9:55 p.m.

The next meeting of the Board will be a Study Session on February 9, 2005, beginning at 6:00 p.m. at the KCSM studios.

The next Regular Meeting of the Board will be February 23, 2005, beginning at 6:00 p.m. in the District Board Room.

Submitted by

Ron Galatolo  
Secretary

Approved and entered into the proceedings of the February 23, 2005 meeting.

Dave Mandelkern

Vice President-Clerk